

Clarke County

Planning Commission
Regular Meeting Minutes
June 5, 2015



The regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Friday, June 5, 2015.

ATTENDANCE

George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault; Randy Buckley; Scott Kreider; Gwendolyn Malone; John Staelin and Jon Turkel.

ABSENT: Frank Lee, Doug Kruhm and Cliff Nelson

STAFF

Brandon Stidham, Planning Director; Ryan Fincham, Senior Planner/Zoning Administrator; and Debbie Bean, Recording Secretary.

CALLED TO ORDER

Chair Ohrstrom called the meeting to order at 9:05 a.m.

APPROVAL OF AGENDA

The Commission voted to approve the Agenda as presented.

Yes: Bouffault, Buckley, Caldwell, Kreider, Malone (seconded), Ohrstrom, Staelin and Turkel (moved)

No: No one

Absent: Lee, Kruhm and Nelson

APPROVAL OF MINUTES

The Commission voted to approve the briefing meeting minutes of April 28, 2015.

Yes: Bouffault (seconded), Buckley, Caldwell (moved), Kreider, Malone, Ohrstrom, Staelin and Turkel

No: No one

Absent: Lee, Kruhm and Nelson

The Commission voted to approve the regular meeting minutes of May 1, 2015 with a correction to the Board of Septic Appeals report. It was incorrectly stated that Vice Chair Caldwell gave the report.

Yes: Bouffault (seconded), Buckley, Caldwell (moved), Kreider, Malone, Ohrstrom, Staelin and Turkel

No: No one

Absent: Lee, Kruhm and Nelson

Public Hearing Items

Site Plan Amendment Review – SP-15-03

Alain Borel (L'Auberge Provençale) requests approval of a Site Plan Amendment to construct a 725 square foot lounge/bar and a 54 square foot entrance to the existing structure on the property identified as Tax Map #28-A-12, located at 13630 Lord Fairfax Highway, in the White Post Election District, zoned Agricultural-Open Space-Conservation (AOC).

Mr. Fincham gave a brief power point presentation regarding this request. He stated that since the Planning Commission meeting in May the site plan has been revised to address concerns and comments made by the Commission at that meeting. He stated that final approval from VDOT and the Health Department are required before a Certificate of Occupancy is issued. After discussion between Staff and the Commission, Chair Ohrstrom opened the public hearing.

There being no public comments, Chair Ohrstrom closed the public hearing and called for a motion.

The Commission voted to approve this request contingent upon final approval from VDOT and the Health Department.

Yes: Bouffault (moved), Buckley, Caldwell (seconded), Kreider, Malone, Ohrstrom, Staelin and Turkel

No: No one

Absent: Lee, Kruhm and Nelson

Set Public Hearing Items

Site Plan Amendment Review – SP-15-05

Clarke County Sanitary Authority requests approval of a Site Plan Amendment to change elements of a previously approved site plan to construct a new water tower on the property identified as Tax Map #30-A-1A. The proposed changes are to re-locate the driveway, waterline, and landscaping. The property is identified as Tax Map #30-A-1A, located at 1340 Browntown Road, in the Millwood Election District, zoned Agricultural-Open Space-Conservation (AOC).

Mr. Fincham stated that this request is for a Site Plan Amendment to change the elements of a previously approved site plan to construct a new water tower. He said that this proposal will involve shifting the entrance and driveway toward the middle of the property and away from a neighbor's property. He stated that the request will include relocating the water line in the same direction and moving landscaping features. Chair Ohrstrom asked if there are any plans for adding communications equipment on top of the tank. He said that the tower is designed to have an extension added to the top that can only be used by agencies like fire and rescue, the police and so forth.

After discussion with Staff and the Commission, Chair Ohrstrom called for a motion.

The Commission voted to set public hearing on this request for the next regular meeting of the Commission on July 10, 2015.

Yes: Bouffault, Buckley, Caldwell (moved), Kreider, Malone (seconded), Ohrstrom, Staelin and Turkel

No: No one

Absent: Kruhm, Lee and Nelson

Board/Committee Reports

Board of Supervisors (John Staelin)

No report.

Sanitary Authority (John Staelin)

Commissioner Staelin stated that the Sanitary Authority will be discussing whether or not to have a utility district for water in the Millwood/Boyce area. He said that the County currently has a utility district for sewer. He stated that the Sanitary Authority is in the process of revising the rules and procedures and they want this to be considered at the same time.

Board of Septic & Well Appeals (John Staelin)

No report.

Board of Zoning Appeals (Anne Caldwell)

No report.

Historic Preservation Commission (Doug Kruhm)

Vice Chair Caldwell stated that the annual Awards Luncheon was nicely done.

Conservation Easement Authority (George Ohrstrom, II)

Chair Ohrstrom said that photographs are still being accepted until June 15th for the Photos of Clarke County contest.

Other Business

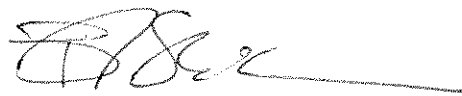
Mr. Stidham said that there are two other business items he would like to note. He said one is the 2015 Project Priorities which has been revised per the discussion at the Briefing Meeting. He said the second item is the renewal process of the County's Agricultural and Forestal Districts. He stated that two projects we will begin working on this summer with the Policy Committee is the review of the Forestal Open-Space Conservation District, Zoning & Subdivision Ordinance regulations and discussion of the regulations for riverbank modifications.

Adjourn

There being no further business to come before the Commission the meeting was adjourned at 9:25 a.m.



George L. Ohrstrom, II, Chair



Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary